



# PARK FACILITY RESERVATION FORM AND BEER PERMIT

(Important reservation information listed on the back of this form)

Menasha Parks & Recreation Department  
140 Main Street  
Menasha, WI 54952-3190

Questions? Call: 967-3640

8:00 AM - 4:00 PM Monday - Friday

Office Location: 2nd Floor, City Hall

Group Name or Sponsor of Event:

NEENAH/MENASHA ROTARY  
SEAFOOD FEST

Date of Event: SEPT. 10th, 2010

Event Coordinator:

DAN RIPPPL % ISC-RIPPL INSURANCE GROUP

Daytime Telephone: 722-2799

Address:

P.O. Box 207, 333 D FIRST ST. MENASHA, WI 54952

Home Telephone: 851-8599

Time of Event: From Noon to 11:00pm

Group Size: Fees: (see attached page)

Does your group qualify for resident rates? No ☒ Yes (City of Menasha, Neenah, Appleton & Town of Menasha residents only)

Do you plan to consume beer or wine? No ☒ Yes (Fill out permit, page 2 - see #5, page 3)

Do you plan to sell beer or wine? No ☒ Yes (You will need more than a Beer Permit, see #6, page 3)

Do you plan to sell food to the public? No ☒ Yes (You will need a Temporary Food Permit, see #13, page 3)

Certificate of Insurance needed? No ☒ Yes (For tournaments, public events, rides, etc. - see #4, page 3)

Are you planning "kiddie" rides or other amusements? No ☒ Yes (Carnival Permit required, contact City Clerk)

Do you plan to have an amplified sound system? No ☒ Yes (See #12, page 3) Describe: SEPARATE CONTRACTOR

Do you plan to set up tent(s) for the event? No ☒ Yes (See #9, page 3)

Parks & Recreation Board approval needed? No ☒ Yes (When selling beer and multi-day events, contact Director)

Building Keys Needed? No ☒ Yes (Usually for kitchen use - see #10, page 3)

## Facility

(circle all that apply)

Jefferson

Pavilion

Kitchen

West Shelter

East Shelter

Launch Shelter

Pool

Picnic Area #

Diamond(s) YES FOR THE INFLATABLE

Smith

Pavilion

Kitchen

Wedding/Garden (80 benches available)

Diamond/Field

**Memorial Building**

(pre-wedding ceremony only)

Start Time: \_\_\_\_\_

End Time: \_\_\_\_\_

Hart

Shelter

Diamond/Field

Clovis

Shelter

Diamond/Field

Barker Farm

Shelter

Diamond/Field

Koslo

Shelter

Diamond/Field

Pleasants

Diamond/Field

Shepard

Diamond/Field

Curtis Reed Square

Office Notes: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## OFFICE USE ONLY

Facility Fee: \$ \_\_\_\_\_

User Fee: \$ \_\_\_\_\_

Area Fee: \$ \_\_\_\_\_

Beer Permit: \$ \_\_\_\_\_

Total: \$ \_\_\_\_\_

Receipt # \_\_\_\_\_

Permit # 1988

# HOLD HARMLESS AGREEMENT

I, Dan Rippl, agree and bind MENASHA & NEENAH ROTARY  
(person in charge) (group name)  
to hold the City of Menasha harmless from any claim for damage or injury arising out of our activities in connection with this event. I further understand this agreement to indemnify for any and all liability of the City of Menasha, including costs of defense and attorneys' fees, including: Damage or injury caused in part by the City's negligence, unless I demonstrate by clear and convincing evidence, that such damage or injury was caused solely by the City's negligence.

I further agree to exercise due care in the preservation of the premises. I further agree to pay for all damages to park property or grounds beyond what the Department determines to be normal wear and tear. I further agree that I will ensure compliance with all rules, regulations, or ordinances applicable to the use of City of Menasha parks.

Signature: Dan Rippl Date: 1-14-10

## BEER PERMIT

### For Consumption Only!

*Sale of Beer and/or Wine Requires a Temporary Class "B" License in Addition to the Permit (See #6 on page 3)*

The below named assumes responsibility for exercising control over attendees behavior at the event. **This person or designee must be present for the duration of the event.** The Menasha Police Department will contact the permittee if any problem arises. **UNRULY/ILLEGAL GROUP BEHAVIOR WILL JEOPARDIZE FUTURE RESERVATION PRIVILEGES.**

Permittee Name: (print) RIPPL DANIEL J DOB: 6-14-59  
Last First M.I.  
Address: 333D FIRST ST MENASHA, WI Phone: 722-2799

Area that beer and/or wine can be consumed: JEFFERSON PARK West

Signature: [Signature]

Permittee has read list of City ordinances pertaining to alcohol ☒ Yes Dept. Initials \_\_\_\_\_

## 2009 PARK FACILITY RENTAL

(all fees are "per day" unless otherwise stated)

<u>Pavilion/Shelter Fees</u>	<u>Resident</u>	<u>Non-Resident</u>
<b>Jefferson Park</b>		
Large Pavilion	\$ 55.00	\$ 85.00
Kitchen*	30.00	50.00
West Shelter	35.00	55.00
East Shelter*	20.00	40.00
Launch Shelter	15.00	32.00
Picnic Area #3 & #5 with electric	20.00	40.00
Wedding	User Fee Only	User Fee Only
Pool Rental (1 hour)	110.00	110.00
<b>Smith Park</b>		
Pavilion	50.00	75.00
Kitchen*	30.00	50.00
Wedding Set-Up**	100.00	145.00
Memorial Building (pre-ceremony only)	10.00/hour	10.00/hour
<b>Hart Park Shelter*</b>	25.00	45.00
<b>Clovis Grove Shelter</b>	20.00	40.00
<b>Koslo Park Shelter (no electric)</b>	20.00	40.00
<b>Barker Farm Park Shelter</b>	25.00	45.00
<b>Curtis Reed Square</b>	20.00	40.00
<b>Beer Permit (Jefferson and Koslo only)</b>	4.00	4.00
<b>Tent Permit (when Diggers Hotline is called)</b>	10.00	12.00
<b>Amplifier w/microphone (per event/season)</b>	20.00	20.00
(Jefferson East/West Diamonds only)		
<b>Jefferson Volleyball Courts N &amp; S</b>	5.00	5.00
Koslo, Municipal Beach, Smith Park VB Courts	NC	NC
<b>Soccer Fields</b>	8.00/hour	8.00/hour
<b>Koslo Baseball Diamonds</b>	Without Lights 12.00/hour With Lights 20.00/hour	12.00/hour 20.00/hour
<b>Softball Diamonds</b>	Without Lights 8.00/hour With Lights 15.00/hour	8.00/hour 15.00/hour
<b>Building/Shelter Key Deposit</b>	20.00	20.00

## 2009 PARK USER FEES

Groups that reserve park shelters or picnic areas are subject to the following user fees:

<u>Persons in Attendance</u>	<u>Resident</u>	<u>Non-Resident</u>
1 - 20	No Charge	\$ 11.00
21 - 75	\$ 24.00	36.00
76 - 150	42.00	60.00
151 - 300	79.00	102.00
301 - 600	134.00	162.00
601 - 1,100	240.00	275.00
1,101 - 2,000	360.00	400.00
2,001 & up	480.00	525.00

\* Indicates need for key

\*\* Includes use of pavilion whether used or not, also includes 100 benches; average 2-3 adults per bench. Final arrangements made through Park Superintendent (967-3642).